



October 15, 2021

David Pankotai
Chief Executive Officer

Dear Prospective Bidder:

BOARD OF DIRECTORS

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Lori A. Phillips

Antoinette Wallace

Macomb County Community Mental Health Services (MCCMHS) is inviting responses to a Request for Proposal (RFP) for Specialized Residential Services. This RFP is seeking providers of Residential Personal Care and Community Living Supports services in the residential setting.

MCCMHS is seeking to add to its panel of Specialized Residential service providers, therefore, current providers wishing to expand, do not need to respond to this RFP and may contact their contract manager for opportunities.

Please be as concise and succinct as possible with your bid documents. Your submission should provide enough information to fully describe your agency and its operations. If possible, please limit your submission to no more than fifty (50) pages.

All proposals will be evaluated with reference to the following criteria:

- The Vendor's experience and performance in the provision of related services
- The Vendor's professional personnel and management personnel that will be assigned to work with Macomb persons
- Adequacy of proposed staffing plans
- Finance and cost
- Quality/thoroughness of Proposal

Enclosed are:

1. RFP
2. RFP Instruction Sheet
3. Proposal Cover Sheet
4. Current MCCMHS Attachment A- Provider Profile Application
5. MCCMHS Attachment B – Service Description
6. MCCMHS Attachment C – ORR
7. MCCMHS Policy on Procurement of Services
8. SAMPLE" MCCMHS contract Boilerplate language
9. "Provider Information Disclosure Request" form (informational only)





**MACOMB
COUNTY**
COMMUNITY MENTAL HEALTH

MCCMH Administration
22550 Hall Rd.
Clinton Township, MI 48036

855-99-MCCMH
info@mccmh.net
www.mccmh.net

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The Macomb County Community Mental Health Services Board reserves the right to reject all bids, to waive or not to waive defects, informalities, or irregularities in bids or bidding procedures, and to accept any bid even though not the lowest in price or highest in scoring.

Bidders must provide acknowledgment or disclaimer of any relationship between the bidder’s principal officers and board members and any member of MCCMHS (to include staff employees, Board members, and principal Directors). Disclosure must also be made regarding the bidder’s relationship, if any, with any member of the Macomb County Board of Commissioners or any Macomb County Department Head.

The input and preferences of person served will be considered in consideration and scoring of proposals received.

N.B. Please be advised that ALL information submitted in response to public Request for Proposals may be divulged under the provisions of the Freedom of Information Act (FOIA). Confidential or proprietary information cannot be shielded from disclosure under the FOIA requirements for a public bid process.

Please submit one (1) electronic submission and six (6) hard copies of the proposal. Proposals must be submitted by 12:00PM (noon), Friday, November 19, 2021 to:

Macomb County CMH Attention: Network Operations Division
22550 Hall Road
Clinton Twp., MI 48036

Proposals received after the deadline (12:00pm [noon], Friday, November 19, 2021) will be rejected without consideration (no exceptions). Please note, time for delivery if using standard mail should be considered.

A voluntary informational bidder’s meeting will be held on Thursday October 21, 2021 at 9:00AM.





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For further information, or if you require special accommodation (in accordance with the provisions of the Americans with Disabilities Act) for accessibility or interpreter services please contact Network.Operations@mccmh.net at least three (3) business days prior to the meeting.

Prior registration for the voluntary bidder’s meeting is required to allow us to send you the Teams Meeting information. Please email Network Operations Division at networkoperations@mccmh.net to obtain the Teams meeting link.

If you have any questions or wish to obtain a proposal packet, please visit us on the web at www.mccmh.net then select “Provider Resources” then “Current Partnership Opportunities” or contact the MCCMHS’ Network Operations Division via email at networkoperations@mccmh.net.

Sincerely,

Cristina Mosella

Cristina Mosella, MSA, BSW
Chief Network Officer

Cc: Enclosures

